



संख्या /010/25-XXV-1 (1-3)/2007
दिनांक : देहरादून / 5 अप्रैल, 2008

सेवा में,

- | | |
|---|--|
| 1 श्री सुभाष कुमार
प्रमुख सचिव,
मा0 मुख्यमंत्री, कार्मिक,
उत्तराखण्ड शासन। | 2 डा0 रणवीर सिंह,
सचिव, खाद्य एवं नागरिक आपूर्ति,
आबकारी, उत्तराखण्ड शासन। |
| 3 श्री एस0 राजू,
मण्डलायुक्त, कुमायूँ,
नैनीताल | 4 श्री ओम प्रकाश,
सचिव, कृषि/कृषि शिक्षा,
उत्तराखण्ड शासन। |

विषय:- विधान सभा निर्वाचक नामावलियों का पुनरीक्षण-प्रेक्षकों की नियुक्ति संबंधी।

महोदय,

उपरोक्त विषयक इस कार्यालय के पत्र संख्या 1018/25-XXV-1(1-3)/2007 दिनांक 04 अप्रैल, 2008 का सन्दर्भ ग्रहण करने का कष्ट करें, जिसके माध्यम से विधान सभा निर्वाचक नामावलियों के पुनरीक्षण हेतु प्रेक्षण संबंधी दिशा-निर्देशों से संबंधित पत्र आपको प्रेषित किये गये थे।

आयोग द्वारा पूर्व प्रेषित दिशा-निर्देशों में आंशिक संशोधन किया गया है। आयोग से प्राप्त संशोधित निर्देशों से संबंधित आयोग के पत्र संख्या 23/UKH/CEO-Conf./2008/4343 दिनांक 28 मार्च, 2008 की प्रतिलिपि मयसंलग्नक सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित की जा रही है।

संलग्न-यथोपरि।

भवदीया,

(राधा रतूड़ी)
सचिव एवं
मुख्य निर्वाचन अधिकारी

पृ0संख्या /25-XXV-1 (1-3)/2007, तददिनांक।

प्रतिलिपि समस्त जिलाधिकारी/जिला निर्वाचन अधिकारी, उत्तराखण्ड को भारत निर्वाचन आयोग द्वारा विधान सभा निर्वाचक नामावलियों के पुनरीक्षण के प्रेक्षण हेतु नियुक्त प्रेक्षकों की नियुक्ति संबंधी पत्र एवं प्रेक्षण के संबंध में निर्गत दिशा-निर्देशों की प्रति सहित सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।

✓ N.L.C.

(राधा रतूड़ी)
सचिव एवं
मुख्य निर्वाचन अधिकारी

ELECTION COMMISSION OF INDIA
Nirvachan Sadan, Ashoka Road, New Delhi

No. : 23/UKH/CEO.conf./2008 / 4563 Dated : 28th March, 2008

To


The Chief Electoral Officer,
Uttarakhand,
Dehradun.

Sub.: Revision of Electoral Rolls – Appointment of Roll Observers – Regarding.
Sir,

I am directed to refer to Commission's letters of even no. dated 20-03-08, addressed to each of the Roll Observers appointed to monitor preparation of Electoral Rolls in Uttarakhand and to state that the indicative list (General Guidelines) attached with these letters has been revised by the Commission.

2. Therefore, the revised Indicative list (General Guidelines) for observers are being sent herewith with the request that the same may be delivered to each of the Roll observer, *along with the forwarding letter.*
3. Kindly obtain receipt from the observer and sent to the Commission.

Yours faithfully,


(J.K. RAO)
Under Secretary

Encl: __5__ pages

Indicative List outlining the points to be checked by electoral roll
observers

(A) ELECTORAL ROLLS

- What is the status of electoral roll preparation?
 - ❖ Whether BLOs are in place? Further check whether they are maintaining records of their field visits. Crosscheck, on random basis, to assess quality and veracity of field works done by them.
 - ❖ Whether copies of finally published electoral roll revised w.r.t. 1.1.2008 has been shared with political parties? Check for acknowledgement receipts obtained from them.
 - ❖ What is the revision schedule for another special revision of electoral roll w.r.t. 1.1.2008. Is it keeping in time schedule decided in the CEO's conference? (The Commission has desired that draft photo roll as per newly delimited ACs is to be published, as per reorganized polling stations (i.e. parts) latest by 30th June 2008? Check whether full schedule has been drawn and ECIs approval for the same obtained.
 - ❖ To assess fidelity of the electoral roll and grievances level, please check for complaints received, direct or forwarded from CEOs office, in this regard? Whether the complaints also include newspaper / media reports. How the complaints have been looked by EROs and the DEO. Whether a very legalistic view of complaints has been taken?
 - ❖ Whether proper record is maintained of the complaints received? Get this from the DEO a tabular statement mentioning, interalia, whether the complaints are inquired into, if so what are the findings. Do a random check of a few complaints on a random basis and record your views/findings.
 - ❖ Whether involvement of political parties and NGOs, etc. is there. If so, when a meeting with them was called and their views ascertained. Check for the minutes of such meetings.
 - ❖ Whether the roll been checked to see that names of MPs/MLAs, and other, leading personalities are in the electoral roll.?
- Whether statistical inputs (in seven tabular statements) on existing electoral roll's health as deliberated in the CEO's conference have been prepared for each district, constituency and polling stations levels. The inputs needs to be analyzed statistically for each constituency with the district data and the State data, (wherever needed at polling station levels also. Certain abnormal / figures trends may come to your notice. A comparison of the data for elector / population ratio, gender ratio, and age cohort wise ratio is of special significance. Check for in-migration out-migration patterns. Ask BLOs to re-visit and verify the female electors if sex ratio in any polling station is significantly high. Also check if Patwari or any other village authority maintain marriage registers and see whether females who got married to different villagers have been properly accounted for.

• Similarly a study of addition (By Form 6), deletions (By Form 7 or done suo-moto), EPIC coverage etc may also be done. In all such cases if the same cannot be justified with a proper explanatory notes, necessary remedial actions by EROs should be ensured.

• For inclusions by Form 6, check for districts with +1% variation from state average and also for such LAC with +1% variation from district average. In all such cases, necessary scrutiny of at polling station levels should be done. In each constituency, test-check the inclusions in the first 20 polling stations with highest inclusions and get them re-verified by BLOs.

- Check the quality of disposal of claim forms.
- Check whether in the inclusion form (Form – 6) of voters above 25 years of age, the previous address has been mentioned or not?
- Check whether EROs of the concerned area where the applicant of form 6 was earlier residing have been intimated that by the ERO of the AC so as to eliminate any chance of double registration at two places.
- Check the documents accepted for inclusion of new voters (18-25 age-group)
- In border area with other states, check that there is no double enumeration of voters in two states.
- Are there households with more than 10 voters? They should be test checked.

• In case of deletions, check for districts with +1% variation from state average and also for such LAC with +1% variation from district average. In all such cases, necessary scrutiny of at polling station levels should be done. In each constituency, test-check the inclusions in the first 20 polling stations with highest deletions and get them re-verified by BLOs.

- What had been total deletions after the draft rolls? What is the break-up between Dead, Duplicate and Shifted Voters?
- Whether the de-duplication has been carried out using computer software? Check with lists generated. How the lists have been acted upon?
- Check deletions due to death, shifted or duplicated entries, if carried out done suo-moto under Rule 21 A of the RE Rules 1960 or by getting Form 7? Test check to ascertain whether the procedures have been followed.? (Please verify by checking records that notices were served in all cases of deletions)
- Check how many shifted electors with family linkage and how many without family linkage have been deleted?
- Analyze the data in the 7 statements and seek explanations to any abnormal patterns emerging.

□ How many EPIC holding voters have been deleted? Can they be listed and test verified?

- All records pertaining to electoral roll revision and continuous updating of the roll have to be maintained till next intensive revision. Are they properly kept for easy retrieval?
- Check for additions/deletions, if done during continuous updating of electoral roll. Obtain figures of electors in finally published electoral roll after a revision and the figure of draft electors in subsequent revision. The difference should be treated to have been effected by continuous updating. Check whether registers prescribed by the Commission for continuous updating purpose are properly maintained.
- The supplement published should be compared, on random basis, with manuscripts, and point out serious mistakes.
- Check for figures of service electors how many requests (claims form) were received, how many were acknowledged, how many actually enrolled. Whether intimation to concerned service electors have been sent.

(B) ELECTORAL PHOTO IDENTITY CARD (EPIC)

- What is the EPIC coverage in each AC comprised in the district, constituency? Check up the EPIC coverage polling station wise. Is any pattern emerging? Is there any certain category of areas left out? Is certain class of people falling under the left out category?
- What is the programme for EPIC maximization? Is it an online or offline programme? Does the EPIC campaign take into account and concentrates on EPIC maximization in polling station area that have less than 70% EPIC coverage?
- Whether preparatory activities like vendor finalization, contract signing, orientation and training of staff have been done?
- Whether necessary budget provisions for the purpose of EPIC campaign been made?
- Is the software for EPIC preparation tested? Is it vendor generated or a standard software provided by the CEO? Whether training of vendor has taken place?
- Are there different vendors for different districts? How many? Are they local or from other states?
- How many DPLs are there? What is the average output?
- Are the residual voters being encouraged to give their passport size photographs for preparation of EPIC?
- Whether due diligence and care has been taken in ensuring that the photographs collected from residual electors are being properly stored with correct name and address and other particulars in a proper plastic pouch?
- Which database is being used for EPIC preparation? Is it the latest elector database? If the database is not the latest then how the link

with new and latest modifications in elector database is being maintained?

- Who is custodian of the database of electors? If it is with the vendor, what control and check the CEO has on the database against its manipulation by vendors/data entry operators?
- What is the EPIC related grievance redressal mechanism in the district? What are the complaints received in relation to EPICs? A tabulated statement may be furnished.

(C) PHOTO ELECTORAL ROLLS:

- What is the image availability in the database? A tabulated statement for each of the AC should be furnished. The statement should also provide the EPIC figures side by side to assess the image availability.
- What is the image availability in the actual photo rolls (if and where already published)
- What is the approved schedule for photo-roll publication?
- What preparatory activities have been completed for producing the photo-roll according to the time schedule-
 - Whether sufficient budget provisions have been made?
 - Whether terms and conditions of tender for vendors finalized?
 - Whether Tenders for vendor selection called?
 - Whether software for Photo-roll preparation finalized after due testing?
 - Whether training and orientation of staff done or not?
- Who has the control of the image linking software? Is it uniform for entire state?
- What arrangements have been made for verification of working sheets by BLOs. Check for quality of the verification work done by the BLOs.
- Also check for arrangements made for correction of image/electors database which become necessary after field verification of working sheets by BLOs.
- Which database of electors is being used? Is it same as the EPIC and the latest published roll? If not, what links are maintained? Is the software's robustness tested on this account?
- With whom is the database of electors? Is it with the vendor? What control and check the CEO has on the database against its manipulation by vendors/data entry operators?

(D) REORGANIZATION OF POLLING STATIONS

- Whether format 6 has been compiled and a proposal worked out for new PS according to the new criterion?
- Whether consultation with political parties been held? If not what is the plan? (Polling Stations have to be reorganized before May 2008 so that the Draft photo-rolls are published organized under new polling stations)
- Do the electoral roll of polling stations have sections for each clearly identifiable area/locality.

- Check if the relevant control table is properly populated.

(E) DELIMITATION OF CONSTITUENCIES

- What is the step-wise schedule for completing the delimitation exercise (dead-line is 30th April except for Karnataka)
- Whether a correlation/conversion statement from the old to the new constituencies has been prepared?
- What is the progress constituency wise?
- Whether any problem area been noticed?
- What cross checks are in place for checking the fidelity of the new delimited constituencies vis-à-vis the delimitation orders?
- Whether a certificate has been obtained from DEO that the end product conforms to the delimitation order and that all the old polling stations, the villages/area and all the voters have been covered?
- Whether the new computer generated rolls according to the delimited constituencies have been compared with the manually cut & pasted delimited version of old rolls by the districts?
- Whether new maps have been prepared for the new delimited constituencies?
- Whether the new delimited constituency maps have been shared with political parties and the NGOs active in the district?
- Whether the proposal for new ERO and AERO in accordance with new delimited constituencies been sent to ECI?
- Whether the proposal for new RO and ARO in accordance with new delimited constituencies been sent to ECI?
- Whether a proposal for such new polling stations as are emerging out of the delimitation exercise (where an existing polling station goes to two different constituencies as a result of new delimitation), been sent to ECI after due consultation with political parties?